

# Counselor in Training (CIT) Application



Dear CIT Applicant & Parent,

Thank you for your interest in the Northampton Parks & Recreation Department's Counselor in Training (CIT) Program. The purpose of this letter is to help both the applicant and parent better understand the CIT Program.

The CIT Program offers opportunities to interact with children, lead activities and participate in camp programs. CITs must have a sincere desire to work with children, a strong work ethic, lots of energy and creativity and a positive attitude. The objective of the CIT program is to better prepare the participants for future work with children. This is done through hands-on experiences and guidance from staff members.

Participants will learn how to work together while gaining a better understanding about summer camp and what it takes to be a counselor. This program will also give participants the opportunity to learn how to be a role model for younger campers. CIT applicants will need to complete an application form with references and are interviewed before being accepted into the program. CIT applicants will also have to commit to a 2 week session. (See Program Options below)

## Age/Grade

In order to be considered, applicants must be 14 - 15 years old or entering 9<sup>th</sup> or 10<sup>th</sup> grade.

## Program Options

The CIT program is available for the Safety Village and Camp KidZone programs. The Safety Village Program is a half day program for ages 4-6 and Camp KidZone is a full day program for children entering grades 1-4. We only take 4 CITs a session in both the Safety Village program and in Camp KidZone.

### SAFETY VILLAGE

Time: 8:15a.m. - NOON  
Cost, Session 1-3: \$50 per session  
Session Options: Session 1: June 27<sup>th</sup> – July 8<sup>th</sup> (no program Monday 7/4)  
Session 2: July 11<sup>th</sup> – July 22<sup>nd</sup>  
Session 3: July 25<sup>th</sup> – August 5<sup>th</sup>

### CAMP KIDZONE

Time: 8:15a.m. - 4:30p.m.  
Cost Session 1 – 3: \$100 a session  
Session 4: \$50 \*\*1 week session\*\*  
Session Options: Session 1: June 27<sup>th</sup> – July 8<sup>th</sup> (no program Monday 7/4)  
Session 2: July 11<sup>th</sup> – July 22<sup>nd</sup>  
Session 3: July 25<sup>th</sup> – August 5<sup>th</sup>  
Session 4: August 8<sup>th</sup> – August 12<sup>th</sup> \*\*1 week session\*\*

An evaluation will be made after the completion of the CIT's session. If the CIT has done a good job, and space is available, then the CIT can come back for another session. The cost would still apply.

\*\*Session 4 is only available to those CIT's that completed a previous 2 week session. \*\*

### **Application Process**

Step One: CIT applications must be returned to the Parks & Recreation Department, 90 Locust St., Northampton by Friday, May 20, 2016.

Step Two: Interviews will be conducted in early June. A Northampton Parks & Recreation staff member will contact the CIT applicant to set up an interview time.

Step Three: A **Mandatory CIT Orientation** will be held on Wednesday, June 15<sup>th</sup> at 3pm. Meeting location will be determined.

**Participating in the Counselor in Training (CIT) program does NOT ensure that you will be hired as a paid junior counselor when you turn 16.**

Thank you for applying to be a Counselor in Training, and please do not hesitate to call or e-mail me if you have any questions. I look forward to hearing from you!

Sincerely,

*Erin Carroll*

Erin Carroll  
Recreation Supervisor  
587-1040  
[ecarroll@northamptonma.gov](mailto:ecarroll@northamptonma.gov)

# Counselor in Training (CIT) Application

**APPLICATION DEADLINE: May 20, 2016**

**MUST BE FILLED OUT BY APPLICANT**



Full Name:\_\_\_\_\_ Parents Names:\_\_\_\_\_

Address:\_\_\_\_\_

City

State

Zip

Emergency Contact:\_\_\_\_\_ Number:\_\_\_\_\_

Date of Birth:\_\_\_\_\_ Grade Entering Fall 2016: \_\_\_\_\_

Home Phone:(\_\_\_\_\_)\_\_\_\_\_ Cell Phone:(\_\_\_\_\_)\_\_\_\_\_

Email Address:\_\_\_\_\_

School:\_\_\_\_\_

2 Personal References (Teachers, coaches, mentors, religious leaders and employers are all excellent choices. Name and phone #)

1. \_\_\_\_\_

2. \_\_\_\_\_

Extracurricular Activities:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Camp Experience (camps you attended, volunteered at, etc):\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why would you like to be a CIT? :\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please tell us about a time you had a role as a leader:\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What do you have to offer the Parks & Recreation Department's summer camps?\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Program Availability

Please select the program and session that you are interested in. All sessions last for 2 weeks (besides Camp KidZone's Session 4, which is one week). Please choose a first and second choice. We will evaluate the CIT's performance after his/her completed session. If the CIT has done a good job, and space is available, then CIT can come back for another session.

### SAFETY VILLAGE

**Time: 8:15a.m. - NOON**

**Cost: \$50 a session**

\_\_\_ **Session 1:** June 27<sup>th</sup> – July 8<sup>th</sup> (no program Monday 7/4)

\_\_\_ **Session 2:** July 11<sup>th</sup> – July 22<sup>nd</sup>

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\_\_\_ **Session 3:** July 25<sup>th</sup> – August 5<sup>th</sup>

\_\_\_ **Session 4:** August 8<sup>th</sup> – August 12<sup>th</sup> \*\*1 week session\*\*

**Total Amount Due:** \_\_\_\_\_

Return CIT applications to the Northampton Parks & Recreation Department, 90 Locust St., Northampton by Friday, May 20, 2016.

### *Checks Payable to the City of Northampton*

**Charge my:** VISA \_\_\_\_\_ Mastercard \_\_\_\_\_ Discover \_\_\_\_\_

**Card # :** \_\_\_\_\_ **Expiration Date** \_\_\_\_\_

**Name on Card :** \_\_\_\_\_ **Signature:** \_\_\_\_\_

### **FOR OFFICE USE ONLY**

Date Received \_\_\_\_\_ Staff \_\_\_\_\_ Amount: \_\_\_\_\_ Ck \_\_\_\_\_ Cash \_\_\_\_\_ Visa/MC \_\_\_\_\_ Date entered RT: \_\_\_\_\_ Staff \_\_\_\_\_